

# PHA Plans

## Streamlined 5-Year/Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

# MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD)

## APRIL 14, 2006

## Streamlined Annual Plan for Fiscal Year 2006

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

## Streamlined Annual PHA Plan MA 901

**PHA Name:** MA Department of Housing and Community Development (DHCD)

**PHA Number:** 901

**PHA Fiscal Year Beginning:** July 2006

### PHA Programs Administered:

☐ Public Housing and Section 8 ☒ Section 8 Only ☐ Public Housing Only

Number of public housing units:

Number of S8 units: 18,510

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☒ PHA website
- ☒ Other (list below) State House Library

# Streamlined Annual PHA Plan

PHA FISCAL YEAR **2006**

[24 CFR Part 903.12]

## **A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: The mission of DHCD is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents. To accomplish our mission, we will provide leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management. We will forge partnerships with regional and local governments, public agencies, community based organizations and the business community to achieve our common goals and objectives. In all of these efforts, we will recognize and respect the diverse needs, circumstances and characteristics of individuals and communities.

### **DHCD is committed to:**

- Programs and funding that primarily target populations of low to moderate incomes and those with special needs.
- Coordinated, integrated and balanced agency responses to address the comprehensive needs and interests of communities.
- Programs and technical assistance designed to facilitate informed decision-making at the local level, and to encourage self-sufficiency of residents and communities.
- Sound business practices that ensure the highest standards of public accountability and responsibility

## **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

### **HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

PHA Goal: Expand the supply of assisted housing

Objectives:

- ☒ Apply for additional rental vouchers:
- ☐ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities:
- Continue to link DHCD PBV vouchers with various affordable housing developments

undertaken by DHCD and MassHousing.

DHCD has not set a fixed limit on the number of PBVs it will seek to bring onto its program over the next five years; however, DHCD will not exceed the 20% limit of its budget authority established by Congress for this purpose. Provided funds are available, DHCD will periodically continue to seek applications for both “development” and “existing” PBV projects. To date, 562 PBVs have been placed under HAP and/or reserved.

- ☐ Acquire or build units or developments
- ☐ Other (list below)

**X** PHA Goal: Improve the quality of assisted housing

Objectives:

- ☐ Improve public housing management: (PHAS score)
- X** Improve voucher management: (SEMAP score) DHCD is a SEMAP High Performer PHA and intends to continue to strive to achieve this distinction.
- X** Increase customer satisfaction:
- X** Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) Especially in the area of management information systems
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

**X** PHA Goal: Increase assisted housing choices

Objectives:

- X** Provide voucher mobility counseling: If administrative fees permit
- X** Conduct outreach efforts to potential voucher landlords
- X** Increase voucher payment standards When and if necessary, based on continual review of rental market trends.
- ☐ Implement voucher homeownership program: Because of the labor intensive nature of such an undertaking, DHCD can only consider implementing a voucher homeownership program if HUD makes adequate administrative fees available for such an initiative. However, DHCD, through its eight regional administering agencies (RAA), will continue to provide linkages to and information and referral about other regional and local homeownership programs and resources to voucher holders pursuing homeownership opportunities.
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☐ PHA Goal: Provide an improved living environment  
Objectives: **Not Applicable...DHCD does not manage federal public housing**
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- X** PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:
- X** Provide or attract supportive services to improve assistance recipients' employability:  
**When staffing permits for conventional program. Done routinely on FSS, JOBLink and MTW program.**
- X** Provide or attract supportive services to increase independence for the elderly or families with disabilities. **Several of DHCD's special set-aside programs for the disabled and those with other special needs are designed to work in tandem with supportive services. A description of each of these respective programs and the services that are provided is included in DHCD's Section 8 Administrative Plan, Chapters 18-30 (these chapter numbers may change when administrative plan is updated.)**
- ☐ Other: (list below)

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- X** PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
- X** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- X** Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- X** Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- X** Other: (list below) **Promote homeownership by linking interested households with RAA in-house and/or local community-based first time homeownership preparation programs and resources.**

**PHA Goals and Objectives: (list below)**

Over the past several years, both Congress and HUD have made very significant changes to both the funding and management requirements of the Section 8 HCVP. More changes will likely occur during the next several years. One of DHCD's key goals will be to continue to take a leadership role in the Commonwealth by helping all HCVP stakeholders in MA understand the context for and the specifics of the changes being discussed and implemented by HUD. When appropriate, DHCD will provide input to HUD on potential changes, seek clarifications, and share information about effective implementation strategies. DHCD will also continue to actively support the Commonwealth's nine Housing Consumer Education Centers (HCEC). These highly effective entities provide valuable information and referrals to all housing consumers, most notably rental tenants and landlords. At a time when voucher values are diminishing, these HCECs will continue to play a very important role in helping both DHCD and MA HA voucher households identify other possible housing options, should their voucher value not be sufficient to support their current living situation.

# Streamlined Annual PHA Plan

## PHA Fiscal Year 2005

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A.	ANNUAL STREAMLINED PHA PLAN COMPONENTS	page number
<input type="checkbox"/>	1. Housing Needs.....	8-12
<input type="checkbox"/>	2. Financial Resources.....	13
<input type="checkbox"/>	3. Policies on Eligibility, Selection and Admissions.....	14-18
<input type="checkbox"/>	4. Rent Determination Policies.....	18-19
<input type="checkbox"/>	5. Capital Improvements Needs.....	NA
<input type="checkbox"/>	6. Demolition and Disposition.....	NA
<input type="checkbox"/>	7. Homeownership .....	20
<input type="checkbox"/>	8. Civil Rights Certifications (included with PHA Certifications of Compliance).....	
<input type="checkbox"/>	9. Additional Information	
	a. PHA Progress on Meeting 5-Year Mission and Goals .....	20-24
	b. Criteria for Substantial Deviations and Significant Amendments .....	24-26
	c. Other Information Requested by HUD.....	
	i. Resident Advisory Board Membership and Consultation Process .....	25-26
	ii. Resident Membership on the PHA Governing Board.....	NA
	Statement of Consistency with Consolidated Plan.....	27-29
	iii. (Reserved)	
<input type="checkbox"/>	10. Project-Based Voucher Program.....	29-30
<input type="checkbox"/>	11. Supporting Documents Available for Review .....	30-32
<input type="checkbox"/>	12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report.....	NA
<input type="checkbox"/>	13. Capital Fund Program 5-Year Action Plan.....	NA
<input type="checkbox"/>	14. Other (List below, providing name for each item)	

### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

**Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

**1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

**A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA's Waiting Lists	
Waiting list type: (select one)	
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance
<input type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:	

	# of families	% of total families	Turnover
Waiting List Total	49370		Avg. 92.25 per month, 1143 for 3/05-2/06
Income (1)			
Extremely low income <30% AMI	41924	84.9%	
Very low income >30% but <50%	4690	9.5%	
Low income >50% but < 80%	537	1.1%	
Families with children (2)	32545	65.9%	
Elderly families (3)	2012	4.1%	
Families with disabilities (3)	15600	31.6%	
Race/ethnicity (4)			
White/hispanic	8934	18.1%	
White/non-hispanic	15876	32.2%	
White/no ethnicity specified	1841	3.7%	
Black/African american/hispanic	736	1.5%	
Black/African american/non-hispanic	8210	16.6%	
Black/African american/no ethnicity specified	2338	4.7%	
American Indian/Alaskan Native/hispanic	109	0.2%	
American Indian/Alaskan Native/non-hispanic	465	0.9%	
American Indian/Alaskan Native/no ethnicity specified	90	0.2%	
Asian or Pacific Islander/hispanic	139	0.3%	



Asian or Pacific Islander/non-hispanic	833	1.7%
Asian or Pacific Islander/no ethnicity specified	265	0.5%
Native Hawaiian/Other Pacific Islander/hispanic	332	0.7%
Native Hawaiian/Other Pacific Islander/non-ispanic	480	1.0%
Native Hawaiian/Other Pacific Islander/no ethnicity specified	115	0.2%
Hispanic, no race specified	6456	13.1%
Non-hispanic, no race specified	2100	4.3%
No race or ethnicity specified	1004	2.0%

(1) Based on HUD income limits as of 2/11/05

(2) This number represents households with more than one member

(3) Includes households with only one member

(4) Applicants may specify more than one race

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

## B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

Because Congress has not provided funds for additional vouchers, DHCD will fill vouchers made available through attrition by selecting the next person(s) on each respective tenant-based (and when appropriate, PBV site specific) regional administering agency (RAA) waiting list. These lists derive from DHCD's statewide list. DHCD will continue to pay close attention to payment standards to assure that they are reflective of the rental market and likely to result in optimal housing search success. If necessary, DHCD will make modifications within the payment standard limits prescribed by HUD. Each of DHCD's RAAs will continue to assure that their Section 8 clients are provided with information about housing market information through their respective Housing Consumer Education Centers (HCEC).

### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units

- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community (throughout the Commonwealth) through the creation of mixed - finance housing

By continuing to link DHCD's PBV vouchers with DHCD's One Stop Affordable Housing funding rounds, MassHousing's Affordable Housing Trust Fund and possibly other similar development initiatives.

Additionally, when funding permits, DHCD maintains an open, rolling, "existing" PBV NOFA.

Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly****Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities****Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

When fair share and set-aside vouchers were available (prior to FFY 2003), DHCD established a goal of using 10% of its voucher portfolio to assist households with disabilities. In the early 2000s, we exceeded this goal, reaching a high of 13.75%. Although Congress has not appropriated any new funds since FFY 2003, as of December 31, 2005, 11.2% of DHCD's portfolio continues to serve households with disabilities.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs****Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: (list below)

If more vouchers were to become available, DHCD would affirmatively market to races/ethnicities shown to have disproportionate housing needs. However, because we have over 49,000 applicants on our waiting list at this time, we cannot engage in any additional marketing. Applicants currently on the list have to wait for many years before ever receiving a selection notification.

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)****(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## 2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 20__ grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>\$202,700,000</b>	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>		

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

**(DHCD does not administer public housing therefore subcomponent 3A has been deleted.)**

#### **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

##### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation  
☐ Criminal and drug-related activity, more extensively than required by law or regulation  
☐ More general screening than criminal and drug-related activity (list factors):  
☐ Other (list below)

b. Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity  
☒ Other (describe below)

Owner access to criminal records is in accordance with 24 CFR 5.903.

Section 4.3.3.1 of DHCD's administrative plan articulates its policy on providing information to owners, which will only be done upon an owner's written request. The only information provided will be the family's current and prior address if known; and, the name and address, if known, of the landlord at the family's current and prior address whether subsidized or non-subsidized.

##### **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing

- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
- ☒ Other (list below)

At any of the RAA offices, or by mail. The application is available on DHCD's web-site at: [www.mass.gov/dhcd/](http://www.mass.gov/dhcd/) ; >Public Housing and Rental Assistance; >Bureau of Federal Assistance.

### **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: DHCD's policy in this regard has changed as a result of a softer rental market in 2005. If funding permits, all voucher holders are provided with an additional 30 day extension. Each RAA can elect to require evidence of a good faith housing search before providing this extension. A second 30 day extension may be provided for reasonable accommodation or other good cause, as detailed in DHCD's Administrative Plan. If the dynamics in the current rental housing market in MA change and result in fewer vacancies and higher overall rents, DHCD will amend this policy to allow an automatic 60 day extension for all voucher holders.

### **(4) Admissions Preferences**

a. Income targeting

Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent

### **(5) Special purpose section 8 assistance programs)**

DHCD does not use preferences for applicants with incomes 30% or less than AMI. However, applicants with incomes between 31%-50% of AMI must meet certain former federal preferences.

Single, non-elderly disabled households are only eligible for Mod Rehab or PBV SRO or ESRO units.

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences) Only for applicants with incomes between 31%-50% of AMI and all preferences noted are considered equally.

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence

- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction  
DHCD has a regional residency preference for each of 8 regions statewide.
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

☒ Date and Time All applicants, regardless of income, are selected by date and time from one of the 8 regional waiting lists. Preference consideration, as described below, is only applicable to those applicants with incomes between 31%-50% of AMI.

Former Federal preferences:

- ☒ 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☒ 1 Substandard housing
- ☒ 1 Homelessness
- ☒ 1 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ 1 Residents who live and/or work in your jurisdiction  
DHCD has a regional residency preference for each of 8 regions statewide.
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)



4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application  
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD  
☒ The PHA requests approval for this preference through this PHA Plan

To further the creation of permanently affordable rental housing, DHCD may provide a limited local residency preference for up to 50% of the PBV units developed pursuant to certain PBV development projects *only* in those communities where the local housing authority does not have its own Section 8 vouchers available for such PBV projects (or the community does not have a LHA) *and* the project would not otherwise be approved by the city/town without a local residency preference. The owner will be required to submit evidence from the city or town that these conditions have been met prior to DHCD consideration of granting this limited local residence preference.

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan  
☐ Briefing sessions and written materials  
☒ Other (list below)

Moving to Work Demonstration Administrative Plan

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices  
☒ Other (list below)

DHCD’s special programs are described in its Administrative Plan, which is posted on DHCD’s website @ [www.mass.gov/dhcd/](http://www.mass.gov/dhcd/); >Public Housing and Rental Assistance; >Bureau of Federal Rental Assistance. Additionally, DHCD meets regularly with staff from the Commonwealth’s various human service commissions and with various service providers. These frequent contacts allow us to keep these stakeholders informed of our various programs and updated on the status of each programs’ respective waiting time. DHCD may need to adjust capacity levels within its overall portfolio for a number of its special purpose programs during the coming year due to funding and regulatory changes. Two of DHCD’s special programs, the JOBLink Welfare-to-Work Housing Voucher Program, and the Moving to Work Demonstration Program, both targeted to homeless or at-risk families leaving welfare for work, have been re-examined with respect to program size and eligibility criteria in order to be sure that the

programs will be effective in serving the target populations. With the pending extensions of DHCD's Moving to Work Demonstration Program for an additional three years through 2009, active recruitment for new participants in the southern Worcester County component is being done through outreach to local DTA (welfare) offices, community-based organizations, faith-based organizations and educational institutions.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

**(DHCD does not administer public housing therefore subcomponent 3A has been deleted.)**

##### **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

##### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☒ Above 110% of FMR (if HUD approved; describe circumstances below)

DHCD establishes payment standards for each metropolitan and non-metropolitan statistical area within the Commonwealth. Our standards are established based on rental market data in each respective jurisdiction. DHCD utilizes HUD-approved exception standards above 110% of FMR *only* in those communities where HUD has granted this exception.

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket

- ☒ To increase housing options for families  
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☒ Other (list below)

If market trends suggest a very significant change in a particular rental market within a year's time, DHCD will reevaluate its payment standard for that market more frequently than once a year, and make changes, if warranted.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families  
☒ Rent burdens of assisted families  
☒ Other (list below)

On-going review of unassisted rent comps collected by each RAA on a regular basis.

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

1. The family has lost eligibility and is awaiting an eligibility determination for a Federal, State or local assistance program;
2. The family would be evicted as a result of the minimum rent requirement;
3. The income of the family has decreased because of changed circumstances, including the loss of employment;
4. A death in the family has occurred.

## **5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

**(DHCD is a Section 8 only PHA therefore this section has been deleted).**

## **6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

**(DHCD is a Section 8 only PHA therefore this section has been deleted).**

## **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) ☐ Yes ☒ No: **X** Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified. Providing homeownership opportunities to HCVP participants is a very labor intensive undertaking. HUD has not provided sufficient administrative funds to make it possible for DHCD to administer a statewide voucher homeownership program.

## **8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

## **9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

### **A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

(Provide a statement of the PHA’s progress against the goals and objectives established in the previous 5-Year Plan for the period **FY 2000 - 2004.**

#### **1. HUD Strategic Goal: Increase the availability of decent, safe, and affordable Housing.**

#### **RE: TENANT BASED VOUCHERS**

##### **PHA Goal: Expand the supply of assisted housing**

DHCD actively pursued all funding opportunities for both incremental and special needs vouchers through FFY 2002. Beginning in FFY 2003, Congress stopped appropriating funds for new vouchers, thereby diminishing the availability of decent, safe and affordable housing opportunities for applicants on any PHA’s Section 8 waiting list.

In 2000, DHCD was awarded 100 FUP vouchers, 438 fair share vouchers and two thousand (2000) Welfare-to-Work vouchers.

In 2001, DHCD was awarded 100 FUP vouchers and

528 fair share vouchers.

In 2002, DHCD was awarded 38 FUP vouchers and 151 additional Welfare-to-Work vouchers.

DHCD applied for, but did not receive fair share vouchers in 2002, due to a HUD funding error. By the time HUD acknowledged the error, they did not have sufficient funds available to compensate DHCD for this funding oversight.

DHCD applied for, but did not receive, Mainstream vouchers in 2003 (selections were done randomly).

Additionally, during this period, DHCD worked with the MA Executive Office of Health and Human Services and subsequently the MA Department of Transitional Assistance, to apply for new and renewal funding under the McKinney-Vento Homeless Assistance Programs to provide new, and maintain existing, affordable Housing Options for homeless individuals and families with disabilities through the So-called Balance of State Continuum of Care.

*HUD Strategic Goal: Increase the availability of decent, safe and affordable housing:*

#### **Continuation of a vigorous PBV program component**

This past year, DHCD continued to solicit new development and existing PBV proposals and award PBV contracts to owners/project sponsors who had previously applied for funding under one of DHCD's various PBV funding initiatives. Section 10 of the PHA Plan lists these PBV projects that were selected this past year, broken out by those that are currently in occupancy, and those not yet ready for occupancy.

DHCD will continue its commitment to using a percentage of its budget authority, up to the maximum permitted by HUD, in 2006, even in these times of no new additional funding. DHCD balances its PBV commitments in tandem with the needs of the 49,000+ applicants on its tenant-based waiting list.

#### **PHA Goal: Increase assisted housing choices**

Over the past five years, DHCD's Section 8 Housing Quality Inspection Manager has worked tirelessly with each of the RAAs to help them more effectively communicate unit findings to current and prospective owners and to link a "unit grade" to the final rent offered. Units that receive a lower grade are not eligible for the maximum rent that could be offered to a similarly-sized unit in better condition. The inspectors encourage owners to make needed repairs so that the unit can achieve a higher grade. The higher unit grade serves as an incentive to the owner to invest in the property. DHCD's effective use of this tool, in tandem with more highly trained inspection teams, has resulted in better quality rental housing on DHCD's voucher program. A description of DHCD's unit grade policy can be found in the Inspection section of its Section 8

## **HCVP Administrative Plan.**

Shortly after the April 17, 2000 submission of DHCD's first 5-Year PHA Plan, The MA Legislature appropriated funds for nine Housing Consumer Education Centers (HCEC). Each of DHCD's RAAs manages the HCEC in their respective jurisdiction. The goal of the HCECs is to provide "one stop shopping" for housing-related information and referrals (I+R) for all housing consumers and providers. Since their inception, the HCECs have assisted thousands of consumers who seek information on assisted housing choices in MA. Requests for I+R increased 39% between FY 2002 and FY 2004, from 11,542 requests to 16,005 requests. In FY 2005, I+R requests totaled 19,407, representing a 21% increase in usage over FY 2004, and a 68% increase since FY 2002. Multiple housing stakeholders, public and private agencies, elected federal and state officials now routinely refer consumers to the HCECs for housing-related I+R.. The HCECs provide information on multiple housing programs and options available in MA, via their webpage, ([www.masshousinginfo.org](http://www.masshousinginfo.org)), by phone and on-site at their respective offices. Both DHCD and local housing authority voucher holders are welcome in each respective HCEC resource room, where up-to-date information about available rental programs and unit listings is provided.

## **2. HUD Strategic Goal: Promote self-sufficiency and asset development of families And individuals**

### **PHA Goal: Promote self-sufficiency and asset development of assisted households.**

DHCD operates the HUD Family Self Sufficiency Program (FSS), the Moving To Work (MTW) Demonstration Program, and the JOBLink Welfare-to-Work Housing Voucher Program, each with the express goal of promoting employment, self-sufficiency, and asset development among participating families. In addition, DHCD's RAAs continue to provide opportunities for interested voucher program participants to learn about, pursue, and achieve homeownership through a variety of collaborative efforts.

#### **a) Increase the number and percentage of employed persons in assisted families:**

(1) All participants in DHCD's JOBLink Welfare-to-Work program are regularly encouraged to join our FSS program. During this period, over 300 JOBLink participants enrolled in FSS, representing over 15% of JOBLink participants, with joint enrollment numbers continuing to increase.

2) DHCD's well established and successful FSS program continued to grow during the period 2000-2004, and into 2005, consistently exceeding our mandatory minimum program size. An average of 95% of all FSS graduates receive an escrow account balance, clearly demonstrating an increase in their employment earnings during FSS participation.

	6/30/00	6/30/01	6/30/02	6/30/03	6/30/04	6/30/05
Number of graduates during previous year	82	66	67	94	74	76
Mandatory FSS program size	556	490	423	329	255	179
# FSS Participants	625	666	700	742	756	645

**b) Provide or attract supportive services to improve assistance in recipients' employability:**

Local, regional, and statewide networks have developed to support these specific programs and all HCVP participants. The trend toward more joint, rather than program-specific, advisory groups and meetings has continued at all levels, resulting in greater information-sharing and collaborative efforts. In addition to greater depth in local/regional networks between the RAAs and their service providers, DHCD has become increasingly involved in statewide employment development efforts through participation in the State Workforce Investment Board.

**c) Provide or attract supportive services to increase independence for the elderly or families with disabilities:**

DHCD has continued to require that all Housing Options Program (HOP) subsidies in its portfolio be matched with service dollars and delivery of services by appropriate providers to support housing stability for vulnerable households and expanded personal and economic opportunities. For other special needs-connected programs, including McKinney Shelter Plus Care and SRO, DHCD meets regularly with representatives from other state human service agencies, leading to better coordination of participant support efforts at the state and local levels.

**d) Other (Moving to Work, and Seek New Resources):**

DHCD continues to operate a successful MTW Demonstration Program, through which participants have built solid employment records in preparation for greater independence. Since its inception, 20 families have become homeowners, representing 16% of all MTW graduates. DHCD and RAA staff continue to seek new resources and programs to promote self-sufficiency and asset building for participants, including employment and housing linkages through the HCEC networks and first-time homebuyers preparation.

**3. HUD Strategic Goal: Ensure equal opportunity for all Americans**

**PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

## **Objectives.**

DHCD has continued to rigorously enforce all fair housing and anti-discrimination laws and policies in the administration of its HCVP.

Additionally, DHCD has immediately sought HUD approval for reasonable accommodation on behalf of all clients who have provided verifiable evidence of need for extra rooms, higher rents or other types of accommodation.

DHCD's greater Boston area RAA, the Metropolitan Boston Housing Partnership (MBHP,) significantly exceeded the housing goals established by HUD as part of a Skinner consent decree initiative funded by HUD and designed by MBHP, called the Community Choice Voucher Program (CCVP). This initiative is targeted to minority families residing in the city of Boston who want to move to a more racially diverse community. It is a program that combines rental assistance and case management to ensure that clients have the skills and resources needed to make a successful transition. MBHP was provided with \$160,000 to support this initiative. MBHP far exceeded the goal of assisting 43 households. Currently, 72 minority households have moved to a more racially diverse neighborhood, and MBHP hopes and expects to assist additional families in the coming year.

## **B. Criteria for Substantial Deviations and Significant Amendments**

**N.B.:** DHCD's annual public hearing was held on Friday, April 7, 2006.

### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### **a. Substantial Deviation from the 5-Year Plan**

DHCD will consider the following to be a substantial deviation from the 5-Year Plan:

- ✓ The addition of new activities that do not otherwise further DHCD's stated mission or further the goals as set forth in the current 5-year plan.
- ✓ Insufficient budget authority from HUD necessitating need to terminate program participants.

An exception to this definition will be made for any new activities that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered a substantial deviation by DHCD.

#### **b. Significant Amendment or Modification to the Annual Plan**

DHCD will consider the following to be significant amendments or modifications:

- ✓ Significant changes to rent or admissions policies or organization of the waiting



- list;
- ✓ Addition of new program initiatives not included in the current plan;

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by DHCD.

### **C. Other Information**

[24 CFR Part 903.13, 903.15]

#### **(1) Resident Advisory Board Recommendations**

- a. X Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

Eight HCVP participants from eight communities in Massachusetts comprising DHCD's annual Participant Advisory Board (PAB), with five participants having served as PAB members in the past, met in Framingham, Massachusetts on Saturday, April 8, 2006. During this meeting, participants discussed a variety of aspects on the Housing Choice Voucher, and related, programs, and reviewed the draft PHA Plan. The over-arching theme of the PAB members' comments urged DHCD and its' regional administering agencies (RAAs) to encourage even more opportunities for, and better communication with, program participants. The PAB affirmed the value of ongoing, and enhanced where possible, activities in the following areas:

- 1) Materials, workshops, and support for housing search activities to mitigate the potential for discrimination or other obstacles to fair housing and utilization of Housing Choice Vouchers.
- 2) Reasonable accommodations, and education about their availability, to persons with disabilities who often have additional obstacles to housing success.
- 3) Materials, workshops, and support for economic literacy, credit enhancement, and other tools toward self-sufficiency, both through the Family Self-Sufficiency Program and for all participants.
- 4) PHA paying careful attention to the rental market and making adjustments to Applicable Payment Standards when warranted to maximize housing choice for all participants.

In response to these comments, while DHCD has determined that no changes are necessary to the PHA Plan, DHCD will take the following steps: a) survey all RAAs regarding their current communication tools, workshops, etc. b) collect and review copies of RAA mailings, newsletters, etc. throughout the year, and c) meet with FSS Program Coordinators and other RAA staff to determine how to enhance programming for, and communication with, program participants and, where appropriate, property owners.

- b. In what manner did the PHA address those comments? (select all that apply)

x Considered comments, but determined that no changes to the PHA Plan were

- necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

- ☐ Other: (list below)

## **(2) Resident Membership on PHA Governing Board**

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

**Not Applicable...DHCD is a Section 8 Only PHA**

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

- ☐ Yes ☐ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

- ☐ Appointment  
**The term of appointment is (include the date term expires):**

- ☐ Election by Residents (if checked, complete next section--Description of Resident Election Process)

### **Description of Resident Election Process**

Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations  
☐ Candidates could be nominated by any adult recipient of PHA assistance  
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot  
☐ Other: (describe)

Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance  
☐ Any head of household receiving PHA assistance  
☐ Any adult recipient of PHA assistance  
☐ Any adult member of a resident or assisted family organization  
☐ Other (list)

Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)  
☐ Representatives of all PHA resident and assisted family organizations  
☐ Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- ☐ Other (explain):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

#### **Consolidated Plan jurisdiction: (Commonwealth of Massachusetts)**

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- ☒ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

**DHCD prepares the 5-Year Consolidated Plan and the Annual Action Plan for the 326 “non-entitlement” communities in MA. On April 1, 2005, DHCD published and posted its FY 2005-2009 Consolidated Plan which included the FY 2005 Action Plan on its website. In March 2006, the FY 2006 Action Plan was published and posted online. Below is an excerpt from the Consolidated Plan’s Executive Summary that addresses how the Commonwealth supports DHCD’s PHA Plan:**

**“The 2005-2009 Consolidated Plan provides the framework for the Commonwealth’s continuing**

investment to help meet the housing and community development needs of its residents and municipalities. It lays out the state's long-term objectives and the strategies by which it will achieve these objectives, using funds received from HUD under the four programs covered by the Plan as well as other sources the state expects to have available. It identified the state's housing and community development needs and priorities, and establishes the criteria by which projects will be selected for funding. The state's housing and community development needs were identified by citizens in public forums, interviews with program administrators, beneficiaries and other stakeholders, and a thorough analysis of socioeconomic and housing market conditions. Particular attention was paid to the needs of the homeless and those with special needs.

## **HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES**

The overarching goal of the Commonwealth's housing and community development efforts is to provide broad economic opportunity and a high quality of life for all Massachusetts residents. The six objectives established for the 2005-2009 Consolidated Plan reflect that goal:

1. Develop and maintain an adequate supply of safe, decent housing that is affordable and accessible to residents with a range of income levels and household needs.
2. Promote sustainable homeownership opportunities for low, moderate and middle income families.
3. Reduce chronic and family homelessness by providing a viable continuum of care.
4. Ensure that Massachusetts residents with long-term support needs have access to appropriate services and accessible, community housing options that maximize consumer choice.
5. Enhance the prosperity and economic well-being of all regions of the state, ensuring that economic growth is compatible with community and environment.
6. Ensure full and fair access to housing for all residents.

In its execution of the plan, DHCD and its partner agencies will be guided by these five fundamental principles:

1. Promote Fair Housing
2. Promote sustainable development
3. Enhance the capacity of community based organizations and local government
4. Remove barriers to affordable housing production
5. Improve the outcomes of government action

(4) (Reserved)

Use this section to provide any additional information requested by HUD.

## **10. Project-Based Voucher Program**

- a. ☒ Yes ☐ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

- b. ☒ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- ☒ Low utilization rate for vouchers due to lack of suitable rental units  
☒ Access to neighborhoods outside of high poverty areas  
 Other (describe below:)

- c. ☐ Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

**“EXISTING” PBV PROJECTS SELECTED AND UNDER HAP SINCE APRIL 2005 (date of last PHA Plan submission)**

<u>Project</u>	<u>Community</u>	<u># Units</u>
Acushnet Commons	New Bedford	3
Amory St.	Boston/Jamaica Plain	7
Boston YWCA	Boston	20
Conant Village	Danvers	12
Hillside Village	Ware	16
Marshall Place	Watertown	8
Pelham House	Newton	3
Ruggles Assisted Living	Boston	35
Stonybrook	Westford	4
Westport Village	Westport	11
Zelma Lacey Asst. Living	Boston/Charlestown	20
Total:		139

**“DEVELOPMENT” PBV PROJECTS SELECTED SINCE APRIL 2005...EXPECTED TO COME ON-LINE IN 2007**

Janus Homes	Chelsea	4
Pennywise Path	Edgartown	6
Prospect Hill	Westfield	5
Squantum Gardens	Quincy	39
TILL Building	Chelsea	5
Walnut Street	Haverhill	8

**Total: 67**

**“DEVELOPMENT” PBV THAT HAVE COME ON-LINE SINCE APRIL 2005 OR ARE SCHEDULED TO COME ON LINE IN 2006**

Casa Familias	Boston	8
63 Washington St.	Chelsea	24
Webster Apts.	Haverhill	4
Westhampton Senior	Westhampton	3
Whipple School	Ipswich	10
Winter St.	Haverhill	13

**Total: 62**

## 11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
<b>X</b>	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
<b>?</b>	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
<b>X</b>	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
?	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)